



WILLIAM T FUJIOKA
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

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April 22, 2008

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**PUBLIC LIBRARY: REQUEST TO APPROVE
APPROPRIATION ADJUSTMENT FOR THE PURCHASE OF FURNISHINGS
AND EQUIPMENT FOR THE NEW LAWDALE LIBRARY
(SECOND DISTRICT) (3 VOTES)**

SUBJECT

Approval of the recommendations will authorize the transfer of funds from the Capital Projects budget to the Public Library's operating budget for the purchase and installation of furniture, fixtures and equipment needed to operate the new library when it opens.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve the appropriation adjustment to transfer \$1,213,000 from the Lawndale Library project budget (C.P. 77481) to the Public Library's operating budget to complete the purchase and installation of furnishings, fixtures and equipment for the new library facility.
2. Authorize the Public Library and the Internal Services Department to proceed with the purchase and installation of the various items needed to operate the new library building.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On May 1, 2007, the Board authorized the Director of Public Works to award a contract for the construction of the new Lawndale Library. That construction project is now well underway. The approved project budget included funding for the furniture, fixtures and equipment (FF&E) needed to make the new library fully operational when it opens in November 2008. Approval of the recommendations will authorize the transfer of funds, currently appropriated in the Capital Projects budget (C.P. 77481) to the Public Library's operating budget to fund the Library's purchase and installation of the FF&E items needed for the operation of the new facility.

Implementation of Strategic Plan Goals

Approval of the recommended actions is consistent with the County's Strategic Plan goals in the areas of Service Excellence (1), Workforce Excellence (2), and Fiscal Responsibility (4). Service Excellence is enhanced by improving the quality, availability and accessibility of library services to the public. Workforce Excellence is enhanced by creating a safe, secure and positive work environment. Fiscal Responsibility is enhanced by investing in public infrastructure.

FISCAL IMPACT/FINANCING

Funding for this project was approved by the Board in the Fiscal Year 2007-08 Capital Projects Budget. A portion of the project funding needs to be transferred to the Public Library's operating budget to provide the financing required to prepare the new building for operation when the construction is completed. Approval of the attached appropriation adjustment will authorize the transfer of \$1,213,000 from the Capital Projects Budget (C.P. 77481) to the Public Library's operating budget for that purpose.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Not applicable.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommendations will have no impact on current library services. The existing Lawndale Library will remain open to the public and continue to provide service during the construction of the new facility.

The Honorable Board of Supervisors
April 22, 2008
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CONCLUSION

Please return one adopted stamped copy of this letter to my office and one each to the Public Library and Department of Public Works.

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer

WTF:LS:DL
JSE:DJT:PB:z

Attachment

c: County Counsel
Public Library
Department of Public Works
Internal Services Department

COUNTY OF LOS ANGELES
REQUEST FOR APPROPRIATION ADJUSTMENTDEPT'S. 461
No.

DEPARTMENT OF PUBLIC LIBRARY

April 7 20 08

AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

FISCAL YEAR 2007-08

3 - Votes

Financing Sources

CAPITAL PROJECTS - PUBLIC LIBRARY

Lawndale Library

A01-CP-6014-65044-77481 \$1,213,000

Buildings & Improvements

DECREASE APPROPRIATION

PUBLIC LIBRARY

Lawndale Library

B06-PL-41200-9911 96 \$1,213,000

Operating Transfer In

INCREASE REVENUE

Financing Uses

PROJECT AND FACILITY DEVELOPMENT

A01-6100-10190 PF \$1,213,000

Other Financing Uses

INCREASE APPROPRIATION

PUBLIC LIBRARY

Lawndale Library

B06-PL-2000-41200 \$1,098,000

Services & Supplies

INCREASE APPROPRIATION

PUBLIC LIBRARY

Lawndale Library

B06-PL-6030-41200 \$115,000

Fixed Assets-Equipment

INCREASE APPROPRIATION

To transfer funds from CP to Operating Budget to fund various non-construction related expenditures for S&S and Fixed Assets for the Lawndale Library.

Yolanda De Ramus, Head, Fiscal Services

CHIEF ADMINISTRATIVE OFFICER'S REPORT

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

26 APR 22 2008

Sachi A. H.
SACHI A.
EXECUTIVEREFERRED TO THE CHIEF
ADMINISTRATIVE OFFICER FOR—

ACTION

RECOMMENDATION

APPROVED AS REQUESTED

AS REVISED

April 9 2008 [Signature]
CHIEF ADMINISTRATIVE OFFICERAPPROVED (AS REVISED):
BOARD OF SUPERVISORS

20

BY

DEPUTY COUNTY CLERK

AUDITOR-CONTROLLER BY Karen Shikama

No. 202

April 8 20 08

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APR 22 2008

6 COPIES TO THE AUDITOR-CONTROLLER